

Foreword

The bulk of the City's Subdivision Regulations date back to 1978. Since then, numerous interim amendments have been made, but the current Ordinance, as a whole, does not adequately reflect the goals of the Comprehensive Plan, does not adequately document standard local design practices and is not well integrated with the Zoning Ordinance and other development regulations of the City.

The Development Services Task Force, which was convened in 1991 to fully review the City's development review practices and make recommendations for improvement, noted the need for new Subdivision Regulations. The City's Comprehensive Plan was adopted in 1992. Work on the update began when the original Subdivision Regulations Task Force (SRTF) was convened in 1995. Priority was given to the completion of the new Zoning Ordinance and Stormwater Regulations over the next few years. Work on the Subdivision Regulations again became a top priority for the Planning and Legal Departments, and the Engineering Division after these prerequisite regulations were completed.

Concurrent with these efforts the City Engineer together with local design professionals recognized the need to update the City Engineering Design Standards. The last documented Design Manual was prepared in 1994 and focused mainly on pavement standards as a result of the previously completed Pavement Design Taskforce.

On January 23, 2001, a joint Plan Commission and City Council Study Session was held to consider the matter. Based on recommendations by local design professionals, City Staff was directed to delay the full adoption of the revised Subdivision Regulations until the Engineering Design Standards were completed. It was thought that the Design Manual was an integral part to the Subdivision Regulations and should be adopted simultaneously.

In mid 2000, a technical subcommittee of the SRTF was formed to review new design standards. After review of several Design Manuals published by similar communities in the State of Illinois, staff chose the format of a combined platting and public infrastructure design manual otherwise known as "The Manual of Practice". Originally, there are 25 chapters in the Manual, that cover the technical aspects of plat preparation, bonding, construction plan preparation, vehicular access control policies, NPDES Phase II requirements, street tree requirements, existing ROW construction requirements, and design and construction standards for all major City infrastructure systems.

The Manual of Practice was authored by eleven different staff members with expertise in the subject matter. Included were Roland White, Steven Wegman, Jeffrey Smith, Rick Marley, Eleanor Blackmon, Bill Vander Weit, David Clark, Louis Braghini, Chris Sokolowski, Erich Borgers, and Joe Winborn. A team of staff members from Public Works, Planning, and Legal Departments reviewed each chapter and the authors made revisions. The chapters were then reviewed by the Subdivision Regulations Task Force Technical Committee (SRTFTC), which was made up of Roland White, Steven Wegman, Tom Jordan (Daily and Associates), John Nearey (Vegrzyn, Sarver and Associates) and Shawn Luesse (Devonshire Realty). The City Engineer mediated conflicts between the City Staff review team and the SRTFTC. The majority of conflict points were resolved by consensus or compromise. The final draft of the Manual of Practice was also sent to design professionals, developers, contractors, material suppliers, and outside agencies for review and comment.

The Manual of Practice is an administrative document in that items in the Manual can be waived and revised administratively if certain burdens of proof are met. The City Engineer or Planning Director (as appropriate) together with the City Attorney must approve such revisions and notify the Plan Commission of the change. A form is included in the front of the Manual to request revisions to the Manual. Excluding emergency items, revision requests will be filed and processed occasionally as needed.